

BROC Head Start Annual Report 2016 - 2017

Grant #
04CH4713

Funded Enrollment—150

Average Daily Attendance 83%

Average Monthly Enrollment – 150

Age-Actual Enrollment

3 year olds—105

4 year olds— 64

Total – 169

Number of NC Pre-K Slots

Ashe—16

Primary Language

English—134

Spanish—35

Enrollment by Race

- Asian.....1
- White.....144
- Black.....10
- Multiple/Biracial..... 12
- Indian/Alaska Native.....2

Enrollment by Ethnicity

- Hispanic..... 51
- Non-Hispanic. 118

Center Information

5 Centers (10 Classrooms)
5 Star Licenses -5

Facility Types

School Systems.....0
Community Buildings 1
Agency Owned Centers....4 (3 of which are modular units)

Child Screenings

Developmental – 166

Hearing – 165

Speech – 165

Vision – 165



BROC Head Start is a federally funded child development program designed to prepare disadvantaged children for kindergarten and link families to services and education that will promote child and family success. Counties served are Alleghany, Ashe, and Wilkes for families who meet income guidelines. No fees are charged.

From 2/1/2017 to 2/2/2017, the Administration for Children and Families (ACF) conducted an ERSEA (Eligibility, Recruitment, Selection, Enrollment, and Attendance) review event for the BROC Head Start Program. Based on the information gathered, no area of noncompliance was found during the course of the review.

Thomas E. Gatewood, Jr. C.P.A., P.C. completed the annual audit of the Blue Ridge Opportunity Commission for year ending June 30, 2016. BROC Head Start had no findings in the annual audit.

Family/Community Partnerships Services

Total number of families served-----157
of families who participated in Family Partnership Agreement—149 (95%)
of families that completed FPA Goals-----85 (55%)
of outcomes increased from FPA-----130 (87%)
of families who received intervention services-----114
of Parent Trainings provided at Parent Meetings-----20
Newsletters sent out to parents containing education-----55
Monthly Calendars sent to parents containing education-----15

Transportation

A total of 98 children (58%) were provided school bus transportation services to and from the Head Start centers. The following is a breakdown per center:

- Cub Creek – 48 children received bus transportation services
- Gap Civil – 17 children received bus transportation services
- Lomax – 10 children received bus transportation services
- Sizemore – 23 children received bus transportation services

Health & Nutrition Services

165 children had health insurance by the end of enrollment.

157 children had up to date physicals by the end of enrollment.

155 children received dental exams. Thirty-one children were identified as needing treatment and 15 children received treatment. A few children had appointments for treatment after the closing of the program year. Dental homes were identified for 155 children. All others dropped or parents refused services.

166 children enrolled were up to date on immunizations

6 Behavioral health referrals with 6 follow-up's performed.

162 children had identified medical homes by end of enrollment.

37,302 meals were served this program year: Breakfast-15,269, Lunch-15,500
Snack- 6,173

Child & Family Information

Number of Families Served----- 157
Children receiving SNAP----- 149
Number on TANF / SSI----- 22
Children receiving WIC----- 113
Children's Family Under-Income----- 105
Children's Family 101-130% Income--- 20
Children's Family Over-Income----- 14
Single Parent Families----- 77
Two Parent Families----- 92
Children in Foster Care----- 6
Children from Homeless Families----- 7
Employed families ----- 110
Unemployed families ----- 47
In School or Training----- 27
Less than High School----- 49
High School or GED----- 79
Some college----- 16
Number with Advanced Degree Ed.-- 2

Children's Participation Years

- ❖ One Year-----120 children
- ❖ Two Years----- 46 children
- ❖ Three Years--- 3 children

Partners in Service

Wilkes Public Health Dental Clinic
Alleghany Co. Partnership for Children
Appalachian District Health Department
Ashe County Partnership for Children
Wilkes County Partnership for Children
Wilkes Community College
NC Cooperative Extension
N.C Pre-K Program
NC Head Start Collaboration Office
Wilkes County Health Department
Ashe County Health Department
Alleghany County Health Department
Arlena Creasman, MH Professional
Wilkes Co. Public School System
Ashe Co. Public School System
Alleghany Co. Public School System
Lab Corp Occupational Testing Services
Nationwide Testing Association
NC DMV-Driver Education Specialist
Avante' Nursing Home
Triple P Positive Parenting Program

Engagement of Fathers / Father Figures

who participated in the FPA Process-----43
who participated in goal setting activities—45
who participated in child development activities-----88



Volunteer Information

Total Number of Volunteers	327
Parent or Former Parent Volunteer	154
Total Volunteer Hours	38,969.47
Total Volunteer Dollars	\$439,447.31

In May each center held a Parent Appreciation Night where each volunteer was recognized and received a certificate for outstanding volunteer service to the Head Start Program during the past year. Special recognition was also given to the centers top volunteers along with a \$10.00 gas card. Congratulations to the centers top volunteers!

- ✚ Cub Creek – David Householder
- ✚ Gap Civil – Fabiola Perez
- ✚ Lomax – Amber Berryman
- ✚ N. Wilkesboro – Elizabeth Auton
- ✚ Sizemore – Bayardo Carrasco

Congratulations to all Head Start Centers and Administrative Staff for an Awesome Job!

Cub Creek Center	\$153,018.09
Gap Civil Center	\$103,310.62
Lomax Center	\$ 69,579.93
North Wilkesboro Center	\$ 64,289.63
Sizemore Center	\$ 40,313.95
No-Site	\$ 8,935.09

Special Initiatives

Mentor/Coaching:

In 2002, the Head Start Bureau (now the Office of Head Start) embarked upon a major initiative to provide national staff developmental training to all Head Start teaching staff in order to improve the quality of teachers serving children in each and every Head Start classroom (ACYF, 2002).

The purpose of the mentoring coaching initiative is to focus on continuous improvement in teachers' knowledge, skills, and teaching so as to enhance student academic performance. One of the goals of using mentoring in teacher professional development activities is to assist teachers to adopt reflective practices that support instructional strategies. The coaching cycle components are: (1) Planning goals and action plans (2) Engaging in focus observations (3) Reflecting on and sharing feedback about teaching practices. The primary area of focus this year was of the CLASS domains and dimensions. BROCC Head Start had four coaches, which included one Mentor/Coach coordinator.

Teacher Learning Communities (TLCs):

All BROCC Head Start centers participated in Teacher Learning Communities (TLC). The TLCs implemented Practiced-Based Coaching in a group of 4-8 teachers. TLC meetings were held once a month. Program data suggests that teachers benefit from coaching in similar content areas. It encourages individual and group reflection and intentional planning. TLCs are 'Teachers Supporting Teachers'.

key features of TLCs were: ongoing process, structured, specific tools/strategies, use of video, support from multiple sources, and individual teacher meetings.

The program had 49 employees and 14 (29%) were current or former Head Start Parents.

Congratulations to David Householder for being selected second runner-up for Parent of the Year at the 47th Annual North Carolina Head Start Association Conference and Awards Banquet, held in Raleigh, NC. Mr. Householder represented the BROCC Head Start "Parent of Year" in Raleigh, NC on March 16, 2017. Mr. Householder is the proud grandparent of Kolton Zayn Cooper, who is enrolled at the Cub Creek Head Start Center. BROCC Head Start would like to thank Mr. Householder for all his volunteer contributions to the program.



Teacher Information

- 100% of classrooms have Lead Teachers with Associate or Bachelor Degree
- 100% of Teacher Assistants have at a minimum the NC Early Childhood Credential and 80% have Associate Degrees and one teacher assistant has a Bachelor Degree.
- 50% of Lead Teachers and 60 %of Center Coordinators have a Bachelor's Degree
- 29% of Teacher Assistants are pursuing their Associate Degree
- Average Annual Lead Teacher Salary: \$15.34 per hour (with Bachelor Degree); \$10.30 per hour (with Associate's Degree); these figures do not include fringe benefits.
- Average Annual Teacher Assistant Salary: \$9.34; these figures do not include fringe benefits.

Program Governance Training

A brief overview of Policy Council functions and responsibilities was presented at the first Parent Meeting of Program Year 3 of 5 2016-2017 at each Head Start Center. On October 13, 2017, a more in-depth training was provided for new members at the BROK Wilkes Conference Room prior to when the first Tri-County Policy Council Meeting convened. The Policy Council Coordinator and/or Head Start Director provided one on one training to members as needed throughout the year. A Board Retreat was held in December where BROK program directors provided intense training to the members about the different programs, their rules and regulations, and Board's roles and responsibilities to the agency.

Children with Disabilities

Thirty two children (21% of total enrollment) were identified with disabilities during this program year. Fifteen of the children with disabilities were determined eligible to receive services prior to enrollment, and seventeen were diagnosed during the enrollment year. Disabilities identified were autism, speech/language impairment and, multiple disabilities. The main disability identified was speech/language impairment.

*The chart below represents twenty eight of the thirty two children identified with disabilities. Four of the children were diagnosed after the spring assessment was completed.

Growth Summary of Children with Disabilities

Area of Development	Number of Children	Number of Children Below		Number of Children Meeting	Number of Children Exceeding
Social-Emotional	28	0		17	11
Physical	28	1		19	8
Language	28	4		18	6
Cognitive	28	1		20	7
Literacy	28	4		18	6
Mathematics	28	1		19	8

School Readiness Report

A School Readiness Committee was formed this program year in order to review and develop goals for children to meet the Head Start Child Development Early Learning Outcomes Framework. The committee consisted of stakeholders including parents, staff and public school personnel. The committee met three different times to review and revise goals, to develop strategies in order for children to meet the goals, and to review, aggregate, analyze the assessment data, and develop a plan for program improvement.

The School Readiness Goals were:

- Children will practice healthy and safe habits.
- Children will demonstrate awareness of and practice healthy and safe habits.
- Children will explore and engage in activities that promote large muscle control and balance.
- Children will explore and engage in activities that promote fine-muscle control and coordination.
- Children will engage in positive relationships and interactions with peers and adults.
- Children will demonstrate self-direction, confidence, persistence and independence.
- Children will demonstrate developmentally appropriate levels of attention, emotion and behavior.
- Children will recognize emotions and will express and manage them appropriately.
- Children will demonstrate eagerness and curiosity as creative and independent learners.
- Children will demonstrate a sense of purpose and the ability to follow through.
- Children will participate in group experiences and activities.
- Children will participate in music experiences through vocalization and/or exploring musical instruments.
- Children will respond through movement and dance to various patterns of beat & rhythm.
- Children will plan and create their own drawings, paintings & models using various art materials.
- Children will participate in acting out of stories through use of props and language.
- Children will think independently, recognize problems and approach them with flexibility.
- Children will utilize a variety of symbols and/or objects to represent thoughts and ideas.
- Children will use numbers in word and symbol form to count, compare and order objects.
- Children will use numbers to describe relationships and solve problems.
- Children will develop an understanding of shapes and their properties, and will have an understanding of how objects relate to one another.
- Children will be able to predict and classify objects in a pattern.
- Children will develop an understanding of size, capacity, and area as they relate to objects and their properties.
- Children will gain a better understanding of their surroundings by observing, questioning or predicting.
- Children will understand nature and the physical world.
- Children will demonstrate an understanding of relationships and roles, and will have respect for diversity and rules within their homes and community.
- Children will develop an understanding of history and how those events affect them and the people around them.
- Children will develop an understanding of the relationships between people and their environment.
- Children will demonstrate an understanding of various communication methods as well as complex spoken sentences.
- Children will use verbal and non-verbal language to communicate.

- Children will show an interest in printed materials and will show comprehension by engaging in discussions.
- Children will associate sounds with written words.
- Children will demonstrate knowledge of the alphabet by recognizing and naming some letters, especially those in their name.
- Children will demonstrate an understanding that print carries a message and will understand the sounds associated with those letters.
- Children will use a variety of writing tools and materials to represent their thoughts and ideas.
- Children who are dual language learners will demonstrate competency in their home language while acquiring beginning proficiency in English.

Children's Performance and Growth Report

The Performance and Growth Reports (below) provide a big picture of how children are progressing toward meeting developmental and learning objectives. The reports can answer these questions:

1. Is this child or group of children meeting end of year expectations? (Performance)
2. Is this child or group of children demonstrating progress toward meeting expectations? (Growth)

The Performance Reports compare children's skills, knowledge, and behavior to widely held expectations for each age or class/grade level. The Growth Reports show change over time. Children who begin with developmental or other delays, can still show gains toward meeting widely held expectations. Teachers use this information to adjust their instruction to meet the individual needs of each child.



Total Growth

Three Year olds	21.7
Four Year olds	18.1
Returning children from 2015-2016 (34)	23.3

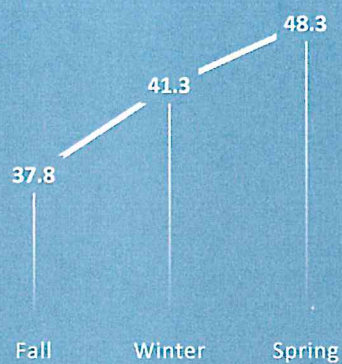
LANGUAGE PERFORMANCE AND GROWTH



Total Growth

Three Year olds	17.1
Four Year olds	12.4
Returning children from 2015-2016 (34)	15.2

LITERACY PERFORMANCE AND GROWTH



Total Growth

Three year olds	24.1
Four year olds	23.4
Returning children from 2015-2016 (34)	23.1

MATHEMATICS PERFORMANCE AND GROWTH



Total Growth

Three year olds	15.5
Four year olds	12.5
Returning children from 2015-2016 (34)	13.2

PHYSICAL - FINE MOTOR PERFORMANCE AND GROWTH



PHYSICAL - GROSS MOTOR PERFORMANCE AND GROWTH



Total Growth for Physical Fine and Gross Motor

Three Year olds	9.7
Four Year olds	8.8
Returning children from 2015-2016 (34)	8.1

SOCIAL-EMOTIONAL PERFORMANCE AND GROWTH

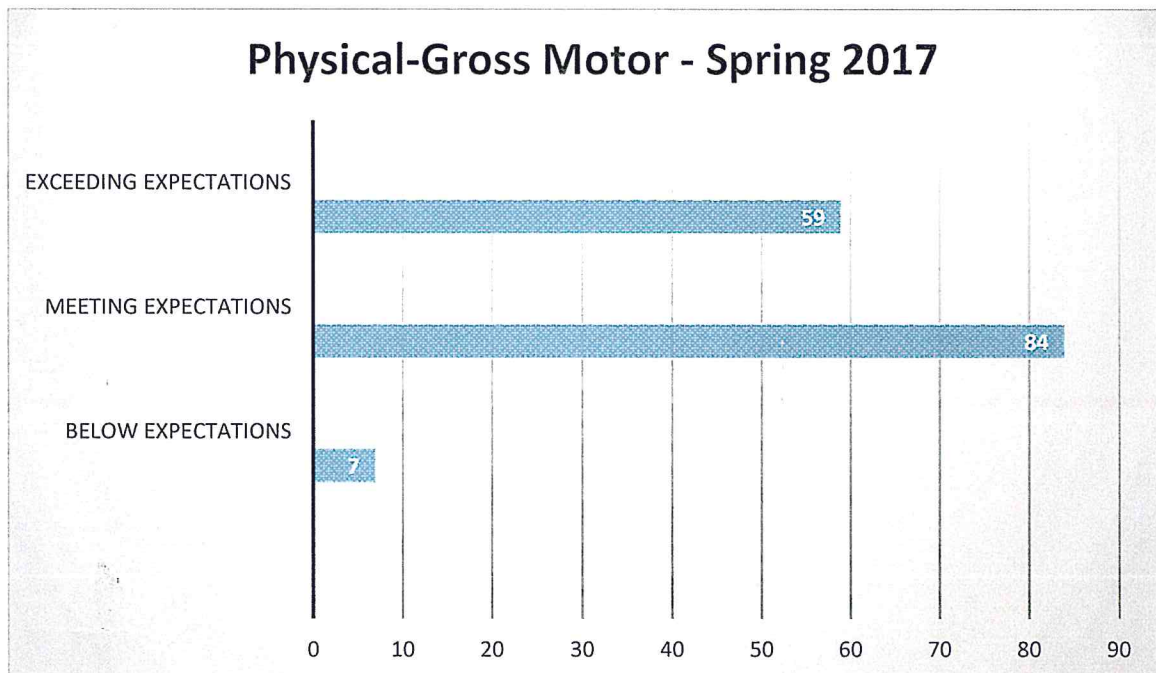
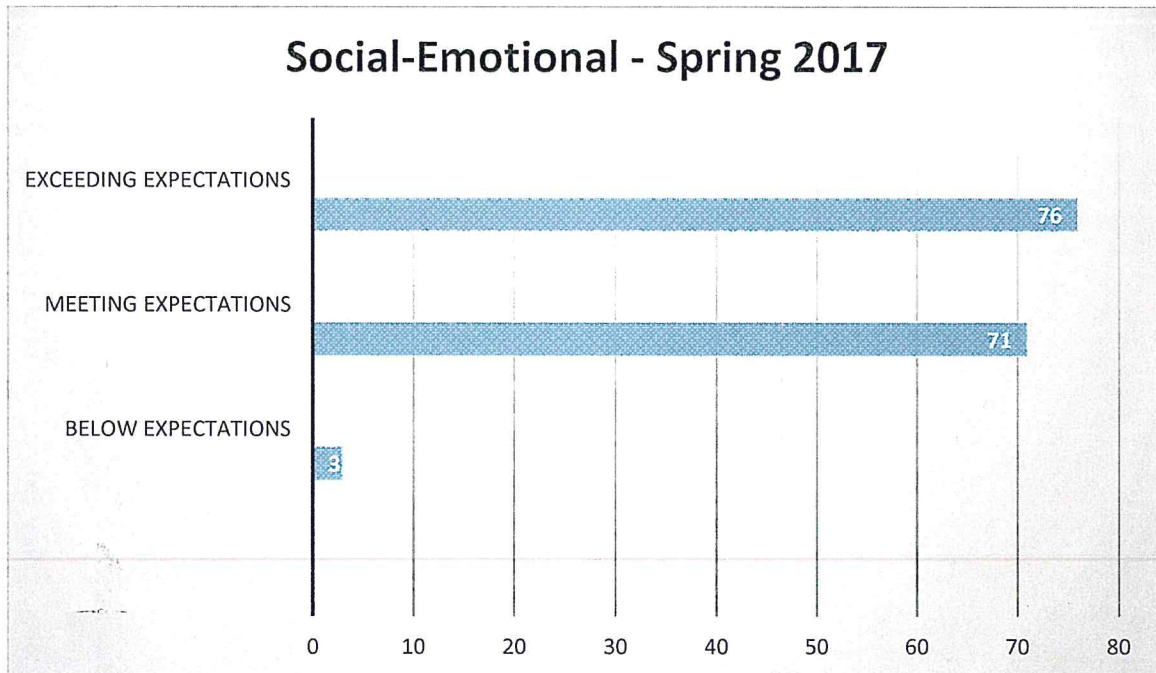


Total Growth

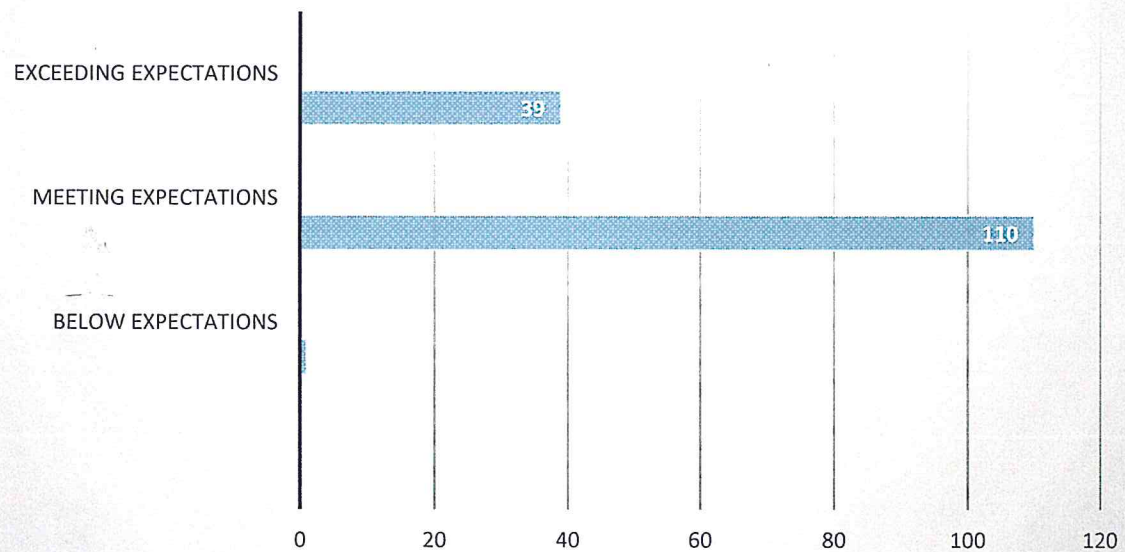
Three year olds	22.8
Four year olds	15.8
Returning children from 2015-2016 (34)	17.3

Snapshot Report

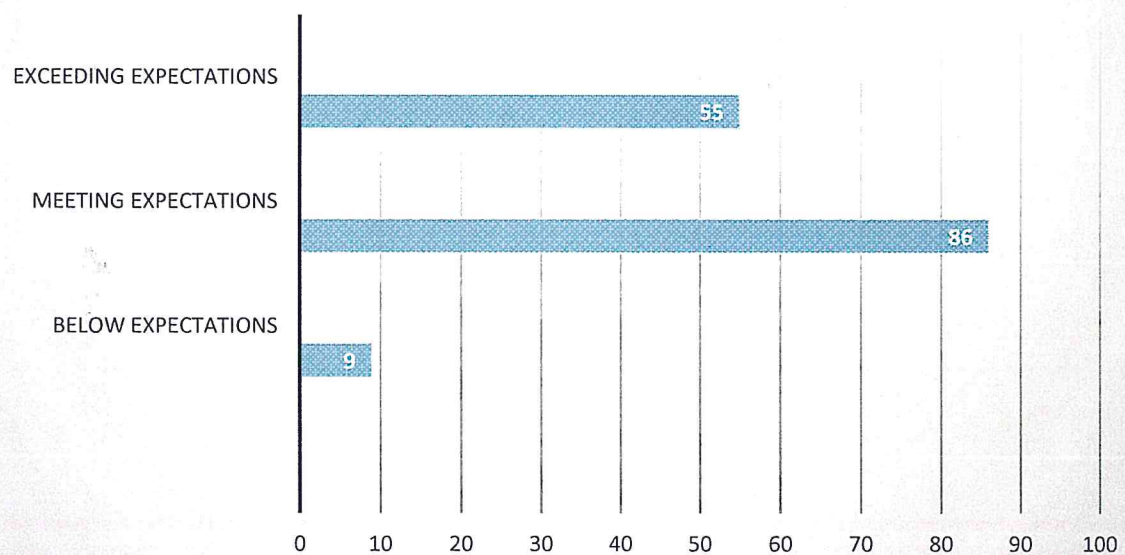
The Snapshot Reports (below) captures information about enrollees of BROC Head Start for spring 2015. At the beginning of the year, it is appropriate for a student's skills and abilities to fall below widely held expectations for his age or class/grade because he may not have received instruction for that level. This report provides a description of results for spring assessments.



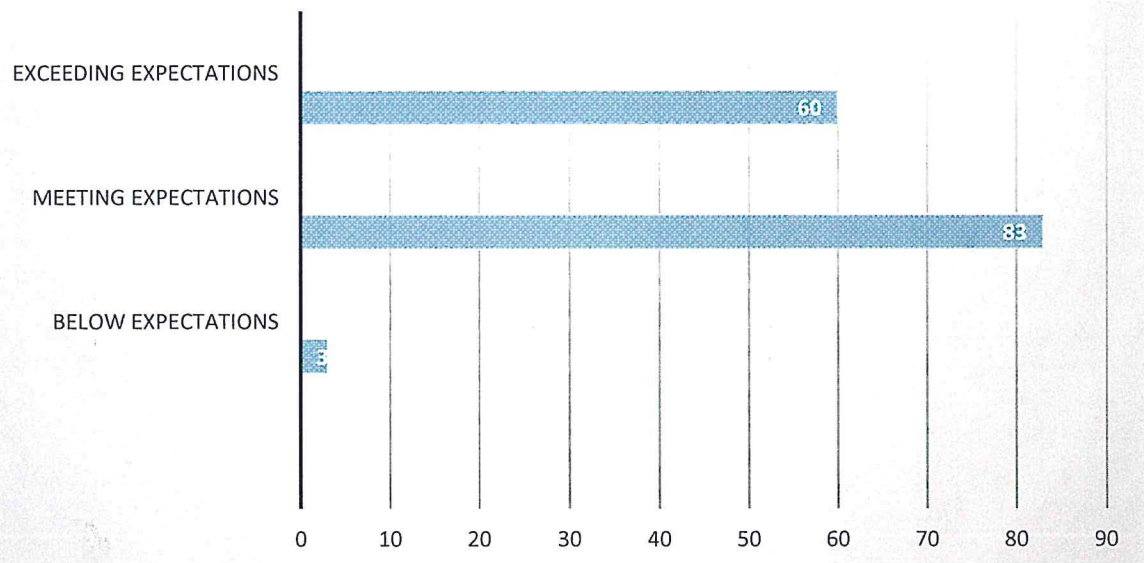
Physical-Fine Motor - Spring 2017



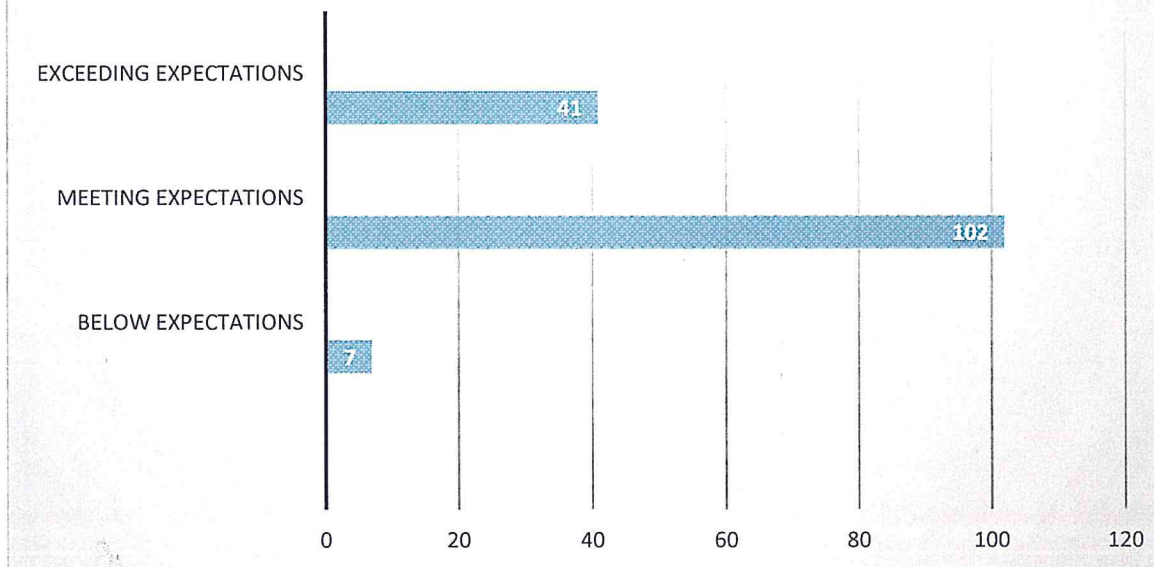
Language - Spring 2017

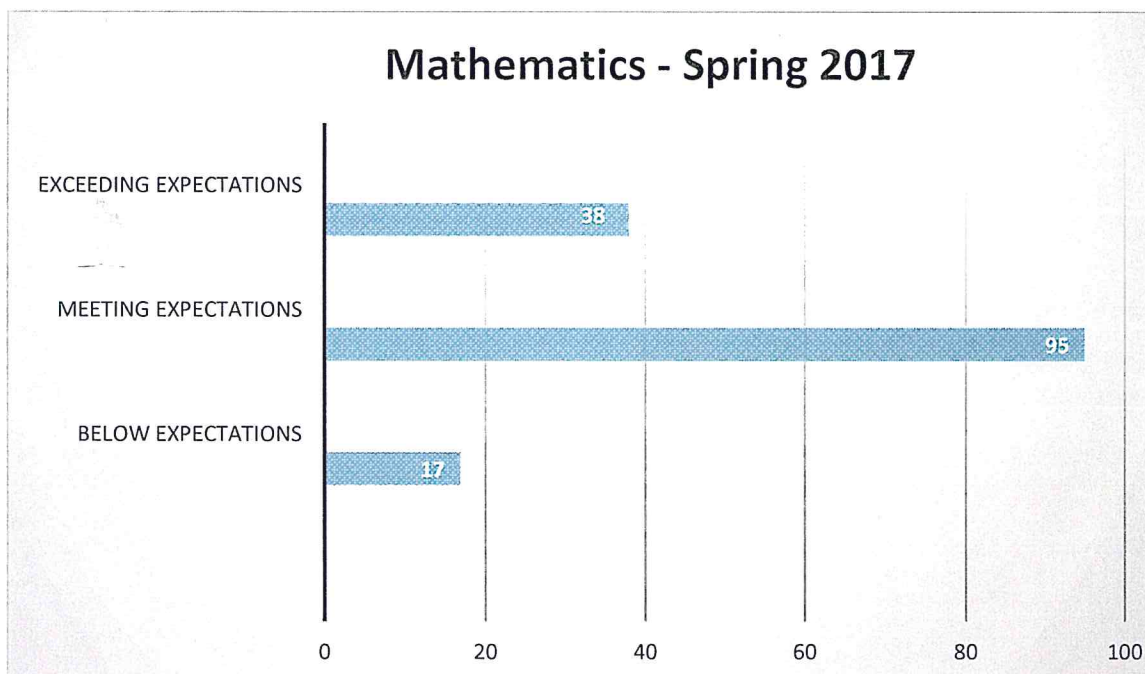


Cognitive - Spring 2017



Literacy - Spring 2017





The BROC Head Start Program has been utilizing the Classroom Assessment Scoring System (CLASS), which is a research based tool that measures teacher-child interactions in Head Start classrooms. Using CLASS in monitoring is a part of a larger Office of Head Start effort to ensure that all Head Start children have access to classrooms that support cognitive and social development through effective teacher-child interactions. CLASS observations were held three times this program year – once in the fall, once in the winter and another in the spring. Below is the result of the CLASS observations for this program year:

CLASS Scores PY 3 of 5

Domains	1 st Observation (Fall 2014)	2 nd Observation (Winter 2014)	3 rd Observation (Spring 2015)
Emotional Support	5.48	5.76	5.89
Classroom Organization	4.79	5.26	5.32
Instructional Support	3.20	3.58	3.69

Overall Program Scores

Emotional Support	6.13
Classroom Organization	5.61
Instructional Support	3.97

Actual Growth for the Year

Emotional Support	.12
Classroom Organization	.25
Instructional Support	.47

OHS CLASS Descriptive Statistics, 2016 National Grantee-Level Scores by Domain

Domains	Mean	Standard Deviation	Minimum	Maximum
Emotional Support	6.00	0.29	4.95	6.77
Classroom Organization	5.73	0.35	4.67	6.55
Instructional Support	2.83	0.52	1.62	5.17

**BROC Head Start
Teaching Strategies Comparative Report
Program-Wide for PY 3 of 5**

The lowest scoring area:

Three year olds
Math

Three year olds with IEP's
Social Emotional

Three year olds Spanish speaking
Language

Four year olds
Literacy

Four year olds with IEP's
Physical

Four year olds Spanish speaking
Math

The highest scoring area:

Three year olds
Cognitive

Three year olds w/ IEP's
Physical

Three year olds Spanish speaking
Cognitive

Four year olds
Cognitive

Four year olds with IEP's
Cognitive

Four year olds Spanish speaking
Social Emotional

BROC HEAD START

Program Year 3 of 5

FYE 6/30/2017

FY 2016 - 2017

Financial Report

As of JUNE 2017

DHHS - ACF Funds Program Account 22		2015-2016		Target %	Budgeted
		Budgeted	YTD Expenditures	Expended	Balance
Personnel		933,073.00	952,211.67	102%	(19,138.67)
Fringe Benefits		303,877.00	272,787.71	90%	31,089.29
Travel		1,000.00	302.54	30%	697.46
Equipment		51,700.00	8,561.47		43,138.53
Supplies		15,507.00	42,428.68	274%	(26,921.68)
Contract Services		10,000.00	3,627.03	36%	6,372.97
Facilities/Construction		-			0.00
Other: Includes the following:		181,086.00		0%	181,086.00
UTILITIES - CENTERS/OFFICE/FIRE SYS.	1	82,000.00	71,996.38	88%	10,003.62
INSURANCE/LICENSES	2	36,643.00	31,728.94	87%	4,914.06
PROFESSIONAL FEES/CONSULTING	3	1,500.00	0.00	0%	1,500.00
TELEP/ INTERNET- CENTERS/OFFICE	4	9,200.00	39,875.52	****	(30,675.52)
AUDIT	5	10,500.00	13,961.00	133%	(3,461.00)
PUPIL TRANSPORTATION	6	14,550.00	9,755.77	67%	4,794.23
MAINTENANCE OF BUSES	7	4,000.00	6,340.39	159%	(2,340.39)
EQUIP/MISC BUILDING REPAIRS	8	5,000.00	19,529.15	391%	(14,529.15)
PRINTING/PUBLISHING	9	3,500.00	9,168.20	262%	(5,668.20)
MEDICAL/MENTAL HEALTH SERVICES	10	2,000.00	2,708.10	135%	(708.10)
TRAVEL (LOCAL)/ADMIN/DISAB	11	2,000.00	2,059.08	103%	(59.08)
PARENT SERVICES	12	2,000.00	2,087.61	104%	(87.61)
OFFICE VEHICLE GAS/ MAINTENANCE	13	1,500.00	4,080.49	272%	(2,580.49)
PAYROLL PROCESSING FEES	14	1,500.00	3,239.21	216%	(1,739.21)
FOOD (non-USDA)	15	2,000.00	2,675.81	134%	(675.81)
DRUG TESTING/STAFF HIRE REQ.	16	1,000.00	2,058.42	206%	(1,058.42)
PEST CONTROL	17	1,200.00	1,580.00	132%	(380.00)
SUBSTITUTE WORKERS	18	500.00	0.00	0%	500.00
OTHER	19	493.00	4,036.22	819%	(3,543.22)
Total Other		181,086.00	226,880.29		(45,794.29)
Indirect Charges		80,000.00	82,500.00	103%	(2,500.00)
Total Federal		1,576,243.00	1,580,737.92	100%	(13,056.39)
DHHS - ACF Funds		In-kind Needed	Received To Date	Balance Needed***	
Program Account 22		2016-2017			
Non-Federal Match @ 20%		394,060.00	652,571.66	-66%	-258,511.66

**** Head Start receives 90% reimbursement from the Universal Service Administrative Company Schools and Libraries Division "E Rate" for program data services and 50% reimbursement for voice services.
As of MAY 31, 2017 a total of \$39,436.82 has been reimbursed to BROC Head Start.

DHHS - ACF Funds Program Account 20		2016-2017	YTD Expenditures	Target %	Budgeted
		Allocation		Expended	Balance
Staff Training & Technical Asst.		20,807.00	20,807.00	100%	0.00
DHHS - ACF Funds		In-kind Needed	Received To Date	Balance Needed***	
Program Account 20		2016-2017			
Non-Federal Match @ 20%		5,202.00	5,202.00	0%	0.00

GT Fed
GT InKind

1,597,050.00
399,262.00

BROC HEAD START

Program Year 3 of 5

FYE 6/30/2017

FY 2016 - 2017

Financial Report

As of JUNE 2017

As OF 4/30/2017	Previous Month	Received	Expensed	Ending Month
Revenue/Expenditures	Balance	To Date	To Date	Balance
USDA (Food Program) Reimb.	0.00	85,121.58	76,886.02	8,235.56
	0.00			0.00
Local Funds (Wilkes Co.) appropriation	0.00	2,000.00	2,000.00	0.00
Local Funds, (Ashe Co.) appropriation	0.00	200.00	200.00	0.00
Local Funds, (Alleghany Co.) appropriation	0.00	261.00	261.00	0.00
Miscellaneous Receipts	0.00	9,376.53	9,376.53	0.00
Wilkes Community Action - Gift	0.00	1,200.00	1,200.00	0.00
Alleghany Planning Committee-Gift	0.00	500.00	500.00	0.00
	0.00		90,423.55	8,235.56

Child Services General Fund				
Beginning :	6/1/2017	Balance Forward	Receipts	Expenses
		142,065.58		Balance

Ashe County NC Pre-K Reimb		12,000.00	Apr/May	
Wilkes County NC Pre-K Reimb				
Misc.				
Less: CHECKS WRITTEN				
A/P				
Sales Tax				
NC PreK Salaries				20,817.88
NC PreK FICA				1,290.71
NC PreK Medicare				301.41
Supplies				
Other				14,861.00
Indirect				
ENDING	6/30/2017	Totals	12,000.00	37,271.00
				116,794.58



Name: BLUE RIDGE HEAD START
BLUE RIDGE HEAD START

PO BOX 1580
ROANOKE VA 24007-1580

Billing Cycle
Closing Date:
06/05/17

Account
Number: XXXX XXXX XXXX 1875

Account Summary

Beginning balance	\$2,150.44	Number of days in billing cycle	31
Payments and credits	2,150.44	Credit limit	20,000.00
Purchase and adjustments less refunds	448.72	Available credit	19,551.28
Cash advances	0.00	Available cash line	19,551.28
FINANCE CHARGES	0.00	Payment due date	06/30/17
Balance 06/05/17	\$448.72	NEW MINIMUM PAYMENT DUE	22.00

FOR INFORMATION PLEASE CALL: 888-514-6849
SEND INQUIRIES TO: FIRST CITIZENS BANK PO BOX 1580 ROANOKE VA 24007-1580

Page 1 of 4

TRANSACTIONS SINCE LAST STATEMENT

Trans	Post	Reference Number	Description	Amount
			TOTAL XXXX XXXX XXXX 1875 \$2,150.44-	
05/24	05/24	00000135	PAYMENT RECEIVED -- THANK YOU BRENDA W ROTEN TOTAL XXXX XXXX XXXX 9815 \$53.00	2,150.44-
05/30	06/01	24001757151200160	NC DHHS DCD CBC 919-527-6219 NC Order Date: 05/30/17	26.50
05/30	06/01	24001757151200160	NC DHHS DCD CBC 919-527-6219 NC Order Date: 05/30/17 JUDI A MITCHELL TOTAL XXXX XXXX XXXX 3250 \$70.70	26.50
05/10	05/11	24224437131101046	SPEEDWAY 7902 701 NORTH WILKESBNC Purchase ID: 1300980711 Item Desc.: UNLEADED REGULAR Item Quant.: 16.7050 Unit Cost: \$2.2390	37.40
05/25	05/26	24801977145006000	THE JUNCTION ROARING RIVER NC Order Date: 05/25/17 JIMMY TEDDER TOTAL XXXX XXXX XXXX 0839 \$181.96	33.30
05/08	05/10	24610437129004058	BACKYARD CONVIENANCE WEST JEFFERSONC	5.40
05/08	05/09	24492157128894206	PAYPAL *BUSINESSDON 402-935-7733 CA Purchase ID: 00000002069970740 Order Date: 05/08/17	41.08

Brenda W. Roten

NOTICE: SEE REVERSE SIDE FOR IMPORTANT INFORMATION



405301225760187500002200000448729

PO BOX 1580
ROANOKE VA 24007-1580

INDICATE CHANGE OF ADDRESS
ON BACK OF RETURN ENVELOPE.

MINIMUM PAYMENT DUE	PAST DUE AMOUNT	PAYMENT DUE DATE	NEW BALANCE	ACCOUNT NUMBER
22.00	0.00	06/30/17	448.72	XXXX XXXX XXXX 1875

PLEASE WRITE IN
AMOUNT OF
PAYMENT ENCLOSED

\$

PROMPT CREDITING OF PAYMENTS: TO RECEIVE CREDIT FOR PAYMENT
AS OF THE DATE OF RECEIPT, WE MUST RECEIVE THIS PORTION OF THIS
STATEMENT AND YOUR CHECK OR MONEY ORDER BY 6:00AM.
USE ENCLOSED ENVELOPE AND MAKE PAYMENT TO

PLEASE DETACH AND ENCLOSE
THIS PORTION WITH PAYMENT.



FIRST CITIZENS BANK
PO BOX 63001
CHARLOTTE NC 28263-3001



BLUE RIDGE HEAD START
BLUE RIDGE HEAD START
710 VETERANS DR
NORTH WILKESBORO NC 28659

**N0016446

PO BOX 1580
ROANOKE VA 24007-1580

Page 3 of 4

TRANSACTIONS SINCE LAST STATEMENT

Trans	Post	Reference Number	Description	Amount
			Item Desc.: CRAFTSMAN 19.2V C3 NI-CAD	
			Item Quant.: 1.0000 Unit Cost: \$38.4800	
05/11	05/14	24610437132004054	BACKYARD CONVIENANCE WEST JEFFERSONC	26.20
05/11	05/12	24445007132000402	TRACTOR SUPPLY CO #1655 JEFFERSON NC	18.70
05/17	05/18	24431867137027013	GREASE MONKEY KWIK LUBE JEFFERSON NC	41.04
05/24	05/25	24792627145400974	ROSES #375 JEFFERSON NC	19.24
			Order Date: 05/24/17	
05/25	05/28	24610437146004056	BACKYARD CONVIENANCE WEST JEFFERSONC	30.30
			MARY B SMITH	
			TOTAL XXXX XXXX XXXX 3838 \$143.06	
05/11	05/14	24610437132004027	ADOBE *ACROPRO SUBS 800-833-6687 CA	16.04
			Purchase ID: 000000000000000000	
05/30	06/02	24639237152900014	SAGE SOFTWARE INC. 866-9967243 CA	127.02
			Purchase ID: 1400089711	

TYPE OF BALANCE	MONTHLY PERIODIC RATE	CORRESPONDING ANNUAL PERCENTAGE RATE	AVERAGE DAILY BALANCE	PERIODIC FINANCE CHARGES
Purchases	0.833	10.00	0.00	0.00
Cash Advances	0.833	10.00	0.00	0.00

* Periodic Rate May Vary.

NOTE: See reverse side for Annual
Membership Fee disclosure.

Total Periodic FINANCE CHARGES:	\$0.00
Total Transaction Charges:	\$0.00
Total FINANCE CHARGES:	\$0.00
ANNUAL PERCENTAGE RATE:	0.000%

BP Business Solutions
PO Box 923928
NORCROSS GA 30010



ABOVE ADDRESS IS FOR CORRESPONDENCE ONLY
For Customer Service Inquires call: (800) 760-8870

61



BROC HEAD START
ACCOUNTS PAYABLE
710 BEECH ST
N WILKESBORO NC 28659-4517

Account Number

Please reference your account # on all payments

PERIOD STARTING 05/06/2017
BILLING DATE 06/06/2017
DUE DATE 06/26/2017
TOTAL BALANCE DUE \$1,870.07
SPEND LIMIT \$13,800

Account Statement for Activity from 05/06/2017 - 06/05/2017

Payments and Adjustments

Date	Description	Total:	Amount
			\$.00

Brenda W. R...

Thank you for choosing BP! You make important business decisions everyday so we appreciate your decision to use the BP Business Solutions program for your fueling needs.

Previous Statement Date	Prior Balance	Payments and Adjustments	Current Activity	Total Balance Due
05/06/2017	\$771.75	\$.00	\$1,098.32	\$1,870.07

FOR PROPER PAYMENT POSTING, PLEASE INCLUDE ONLY CHECK AND REMITTANCE COPY BELOW IN THE ENVELOPE PROVIDED. ANY ADDITIONAL CORRESPONDENCE SHOULD BE DIRECTED TO THE ADDRESS IN THE TOP LEFT AREA OF THE STATEMENT.

REMITTANCE COPY - RETURN THIS STUB WITH PAYMENT

Account

(2418070301)



BROC HEAD START
ACCOUNTS PAYABLE
N WILKESBORO NC 28659

BILLING DATE 06/06/2017
DUE DATE 06/26/2017
TOTAL BALANCE DUE \$1,870.07

PAYMENT AMOUNT

\$



BP Business Solutions
P.O. Box 70995
Charlotte NC 28272-0995

99999999992418070301900001870075

Fleet Management Report Tax Exempt

For Activity from 05/06/2017 to 06/05/2017

BROC HEAD START
ACCOUNTS PAYABLE
710 BEECH ST
N WILKESBORO NC 28659

Account #
Billing Date: 06/06/2017
Name: BROC HEAD START

PRODUCT PURCHASES SUMMARY SUMMARY OF TRANSACTIONS THIS REPORTING PERIOD FOR ALL CARDS

PRODUCT	QUANTITY	GROSS AMOUNT	FEDERAL	STATE	SALES	TOTAL
Diesel	133.58	\$ 322.64	\$.00	\$.00	\$.00	\$ 322.64
Other	2.00	\$ 352.81	\$.00	\$.00	\$.00	\$ 352.81
Gasoline	202.98	\$ 450.83	\$ -37.15	\$.00	\$.00	\$ 413.68
Total	338.56	\$ 1,126.28	\$ -37.15	\$.00	\$.00	\$ 1,089.13

CARD ACTIVITY DETAILS SORTED BY CARD #
Transaction Detail for Customer NO AE7Q7 - BROC HEAD START

TRAN DATE	TRAN TIME	POST DATE	TRAN NUM	SITE	DRIVER	ODOMETER	FUEL TYPE	QTY	PPG	FEDERAL	STATE	SALES	NET AMT
06/01/2017	12:18	06/02/2017	4179116	SPEEDWAY 7910 326 WEST JEFFERSO, NC			UNLEADED REGULAR (86 OR 87 OCTANE)	19.26	\$ 1.946	\$ -3.52	\$.00	\$.00	\$ 37.48
Card totals: 55678XXXXX36125-001002								19.26		\$ -3.52	\$.00	\$.00	\$ 37.48



Fleet Management Report Tax Exempt

For Activity from 05/06/2017 to 06/05/2017

BROC HEAD START
ACCOUNTS PAYABLE
710 BEECH ST
N WILKESBORO NC 28659

Account #
Billing Date: 06/06/2017
Name: BROC HEAD START

CARD ACTIVITY DETAILS SORTED BY CARD

										EXEMPT TAXES			
TRAN DATE	TRAN TIME	POST DATE	TRAN NUM	SITE	DRIVER	ODOMETER	FUEL TYPE	QTY	PPG	FEDERAL	STATE	SALES	NET AMT
Card: 55678XXXXX92121-001003													
05/08/2017	14:57	05/09/2017	4142965	THE JUNCTION, ROARING RIVER, NC			UNLEADED REGULAR (86 OR 87 OCTANE)	9.82	\$ 2.077	\$ -1.80	\$.00	\$.00	\$ 20.40
05/10/2017	14:29	05/11/2017	4171627	THE JUNCTION, ROARING RIVER, NC			UNLEADED REGULAR (86 OR 87 OCTANE)	21.07	\$ 2.076	\$ -3.86	\$.00	\$.00	\$ 43.74
05/16/2017	14:37	05/17/2017	4190743	THE JUNCTION, ROARING RIVER, NC			UNLEADED REGULAR (86 OR 87 OCTANE)	17.96	\$ 2.077	\$ -3.29	\$.00	\$.00	\$ 37.30
05/23/2017	08:45	05/24/2017	4185313	THE JUNCTION, ROARING RIVER, NC			UNLEADED REGULAR (86 OR 87 OCTANE)	22.87	\$ 2.066	\$ -4.19	\$.00	\$.00	\$ 47.26
05/23/2017	23:59	05/24/2017	4185314	PERRYS SERVICE CENTER, WILKESBORO, NC			OTHER MISCELLANEOUS TRANSACTION	1.00	\$ 316.480	\$.00	\$.00	\$.00	\$ 316.48
05/29/2017	09:38	05/30/2017	4040794	THE JUNCTION, ROARING RIVER, NC			UNLEADED REGULAR (86 OR 87 OCTANE)	21.89	\$ 2.067	\$ -4.01	\$.00	\$.00	\$ 45.24
Card Totals: 55678XXXXX92121-001003										\$ -17.15	\$.00	\$.00	\$ 510.42

EXEMPT TAXES

TRAN DATE	TRAN TIME	POST DATE	TRAN NUM	SITE	DRIVER	ODOMETER	FUEL TYPE	QTY	PPG	FEDERAL	STATE	SALES	NET AMT
Card: 55678XXXXX36158-001004													
05/05/2017	23:59	05/06/2017	4154633	AMERICAS QUICK LUBE IN, NORTH WILKESBORO, NC			OTHER MISCELLANEOUS TRANSACTION	1.00	\$ 36.330	\$.00	\$.00	\$.00	\$ 36.33
05/10/2017	13:12	05/11/2017	4171626	THE JUNCTION, ROARING RIVER, NC			UNLEADED REGULAR (86 OR 87 OCTANE)	8.85	\$ 2.077	\$ -1.62	\$.00	\$.00	\$ 18.38
Card Totals: 55678XXXXX36158-001004										\$ -1.62	\$.00	\$.00	\$ 54.71

Fleet Management Report Tax Exempt

For Activity from 05/06/2017 to 06/05/2017

BROC HEAD START
ACCOUNTS PAYABLE
710 BEECH ST
N WILKESBORO NC 28659

Account #
Billing Date: 06/06/2017
Name: BROC HEAD START

CARD ACTIVITY DETAILS SORTED BY CARD

EXEMPT TAXES													
TRAN DATE	TRAN TIME	POST DATE	TRAN NUM	SITE	DRIVER	ODOMETER	FUEL TYPE	QTY	PPG	FEDERAL	STATE	SALES	NET AMT
Card: 55678XXXXX36109-001010													
05/08/2017	15:15	05/09/2017	4142964	SPEEDWAY 7910 326,WEST JEFFERSO,NC			D2 LS	10.75	\$ 2.319	\$.00	\$.00	\$.00	\$ 24.94
05/11/2017	15:34	05/12/2017	4166244	SPEEDWAY 7910 326,WEST JEFFERSO,NC			D2 LS	11.57	\$ 2.299	\$.00	\$.00	\$.00	\$ 26.60
05/24/2017	15:06	05/26/2017	4166174	W JEFFERSON Q14011134,W JEFFERSON,NC			D2 LS	15.44	\$ 2.299	\$.00	\$.00	\$.00	\$ 35.50
Card Totals: 55678XXXXX36109-001010								37.76		\$.00	\$.00	\$.00	\$ 87.04

EXEMPT TAXES

TRAN DATE	TRAN TIME	POST DATE	TRAN NUM	SITE	DRIVER	ODOMETER	FUEL TYPE	QTY	PPG	FEDERAL	STATE	SALES	NET AMT
Card: 55678XXXXX36091-2													
05/09/2017	10:47	05/10/2017	4180953	BP#8438327RUN-IN #8QPS,WILKESBORO,NC			UNLEADED REGULAR (86 OR 87 OCTANE)	20.46	\$ 2.017	\$ -3.74	\$.00	\$.00	\$ 41.26
05/10/2017	09:33	05/11/2017	4171625	SPEEDWAY 7902 701,NORTH WILKESB,NC			D2 LS	30.76	\$ 2.459	\$.00	\$.00	\$.00	\$ 75.63
05/16/2017	14:46	05/17/2017	4190742	BP#8438327RUN-IN #8QPS,WILKESBORO,NC			UNLEADED REGULAR (86 OR 87 OCTANE)	24.18	\$ 2.017	\$ -4.42	\$.00	\$.00	\$ 48.77
05/18/2017	10:25	05/19/2017	4168268	SPEEDWAY 7902 701,NORTH WILKESB,NC			D2 LS	38.44	\$ 2.459	\$.00	\$.00	\$.00	\$ 94.52
05/23/2017	09:50	05/24/2017	4185312	BP#8438327RUN-IN #8QPS,WILKESBORO,NC			UNLEADED REGULAR (86 OR 87 OCTANE)	22.07	\$ 2.017	\$ -4.04	\$.00	\$.00	\$ 44.51
05/25/2017	09:53	05/26/2017	4166175	SPEEDWAY 7902 701,NORTH WILKESB,NC			D2 LS	26.62	\$ 2.459	\$.00	\$.00	\$.00	\$ 65.45
05/29/2017	09:58	05/30/2017	4040793	BP#8438327RUN-IN #8QPS,WILKESBORO,NC			UNLEADED REGULAR (86 OR 87 OCTANE)	14.55	\$ 2.016	\$ -2.66	\$.00	\$.00	\$ 29.34
Card Totals: 55678XXXXX36091-2								177.08		\$ -14.86	\$.00	\$.00	\$ 399.48
Transaction Detail For: AE7Q7 BROC HEAD START								338.56		\$ -37.15	\$.00	\$.00	\$ 1,089.13
								338.56		\$ -37.15	\$.00	\$.00	\$ 1,089.13



Fleet Management Report
Tax Exempt

For Activity from 05/06/2017 to 06/05/2017

BROC HEAD START
ACCOUNTS PAYABLE
710 BEECH ST
N WILKESBORO NC 28659

Account #
Billing Date: 06/06/2017
Name: BROC HEAD START

CURRENT ACTIVITY SUMMARY
SUMMARY OF ACTIVITY THIS REPORTING PERIOD
DESCRIPTION

DESCRIPTION	Ref Number	Date	Amount
AE7Q7-BROC HEAD START			\$ 1,089.13
TAX EXEMPT FEE	#71278680	05/07/2017	\$ 10.00
CUSTOMER REBATES	#71554039	06/04/2017	\$ -.81
		Report Total	\$ 1,098.32



ProServices

Lowe's® Business
Card Account

BROC - HEADSTART
Account Number

Visit us at www.lowes.com/credit
Customer Service: 1-800-444-1408

Summary of Account Activity	
Previous Balance	\$74.31
- Payments	\$74.31
- Other Credits	\$0.00
+ Purchases/Debits	\$112.83
+ Fees Charged	\$0.00
+ Interest Charged	\$0.00
New Balance	\$112.83
Credit Limit	\$8,200.00
Available Credit	\$8,087.00
Statement Closing Date	06/02/2017
Days in Billing Cycle	31

Payment Information	
New Balance	\$112.83
Total Minimum Payment Due	\$25.00
Payment Due Date	06/28/2017

Transaction Summary				
Tran Date	Post Date	Reference Number/ Invoice Number	Description of Transaction or Credit	Amount
05/02	05/03	10882	STORE 2255 W JEFFERSON NC	\$51.35
05/04	05/04	02459	STORE 2255 W JEFFERSON NC	\$23.35
05/13	05/13		PAYMENT - THANK YOU	(\$74.31)
05/15	05/15	09603	STORE 2255 W JEFFERSON NC	\$38.13

Interest Charge Calculation					
Your Annual Percentage Rate (APR) is the annual interest rate on your account.					
Type of Balance	Expiration Date	Annual Percentage Rate	Balance Subject To Interest Rate	Interest Charge	Balance Method
Regular Purchases	NA	16.99%	\$0.00	\$0.00	2D

Important Account Information
5% EVERYDAY CREDIT DISCOUNT WAS APPLIED AT POINT OF SALE FOR ALL QUALIFYING INVOICES THAT APPEAR ON THIS STATEMENT. PLEASE CONSULT YOUR ORIGINAL SALES RECEIPT FOR LINE ITEM DETAIL ON THE 5% SAVINGS. THANK YOU FOR USING LOWE'S AS YOUR SUPPLIER.

Brenda W. R...

CUSTOMER SERVICE: For Account Information log on to www.lowes.com/credit. This account is not registered. The authentication code is: PHEN326, or call toll-free 1-800-444-1408.

PAYMENT DUE BY 5 P.M. (ET) ON THE DUE DATE.

NOTICE: We may convert your payment into an electronic debit. See reverse for details, Billing Rights Information and other important information.

7009 0003 YHC 1 7 2 170602 PAGE 1 of 5 9296 0011 B505 01DU7009 246915

Detach and mail this portion with your check. Do not include any correspondence with your check.



ProServices

Account Number:		
Total Minimum Payment Due	Payment Due Date	Ne
\$25.00	06/28/2017	\$112.83

Payment Enclosed:
Please use blue or black ink.

\$

New address or email? Print changes on back.



BROC - HEADSTART
710 VETERANS DR
NORTH WILKESBORO NC 28659-4555

246915
I306



Make Payment to: LOWES BUSINESS ACCT/SYNCR
P.O. BOX 530970
ATLANTA, GA 30353-0970



00025000007431 000250000011283 000798214 0344055 62522

		BROC - HEADSTART		305582	
ACCOUNT #:		LOWE'S BUSINESS ACCOUNT		P.O. #: JIM	
INVOICE #: 10502		DATE OF SALE : 170502		STORE #: 2255	
TRANSACTION #: 0		AUTHORIZATION : 000735		REGISTER #:	
<u>S.K.U</u>	<u>DESCRIPTION</u>	<u>QUANTITY</u>	<u>UNIT</u>	<u>PRICE</u>	<u>EXT. PRICE</u>
000000000154835	ROUNDUP 32-OZ CONCENTRATE	1.000	EA	\$21.83	\$21.83
000000000402210	OSI 40W 48 T12 CW 10CT	1.000	EA	\$20.88	\$20.88
000000000557177	CAULK AROUND REPLACE 1737	1.000	EA	\$2.83	\$2.83
000000000331822	10.1-OZ ALEX PLUS ANTIQUE	1.000	EA	\$2.45	\$2.45
000000000155670	PROMOTIONAL DISCOUNT APPL	1.000	EA	\$0.00	\$0.00
SUB \$47.99		TAX \$3.36		TOTAL INVOICE	\$51.35
				CREDITS TOTAL	\$0.00
				BALANCE DUE	\$51.35

BROC - HEADSTART		305582			
ACCOUNT #	LOWE'S BUSINESS ACCOUNT	P.O. # : 3JIM			
INVOICE # : 02700	DATE OF SALE : 170504	STORE # : 2255			
TRANSACTION # : 0	AUTHORIZATION : 000709	REGISTER # :			
<u>S.K.U</u>	<u>DESCRIPTION</u>	<u>QUANTITY</u>	<u>UNIT</u>	<u>PRICE</u>	<u>EXT. PRICE</u>
000000000543184	ARNOLD UNIVERSAL SOLENIOD	1.000	EA	\$12.34	\$12.34
000000000095535	ARN RIDING MOWER IGNITION	1.000	EA	\$9.48	\$9.48
000000000155670	PROMOTIONAL DISCOUNT APPL	1.000	EA	\$0.00	\$0.00
SUB \$21.82		TAX \$1.53		TOTAL INVOICE	\$23.35
				CREDITS TOTAL	\$0.00
				BALANCE DUE	\$23.35

		BROC - HEADSTART		305582	
ACCOUNT # :		LOWE'S BUSINESS ACCOUNT		P.O. # : JIM	
INVOICE # : 09603		DATE OF SALE : 170515		STORE # : 2255	
TRANSACTION # : 0		AUTHORIZATION : 000735		REGISTER # :	
<u>S.K.U</u>	<u>DESCRIPTION</u>	<u>QUANTITY</u>	<u>UNIT</u>	<u>PRICE</u>	<u>EXT. PRICE</u>
000000000402210	OSI 40W 48 T12 CW 10CT	1.000	EA	\$20.88	\$20.88
000000000348548	KCHN 1/4-IN QCK LINK ZINC	4.000	EA	\$2.27	\$9.08
000000000556908	GO2 1-IN X7.5-FT REPAIR	1.000	EA	\$5.68	\$5.68
000000000155670	PROMOTIONAL DISCOUNT APPL	1.000	EA	\$0.00	\$0.00
SUB \$35.64		TAX \$2.49		TOTAL INVOICE	\$38.13
				CREDITS TOTAL	\$0.00
				BALANCE DUE	\$38.13